



**The Carlsbad Recreation Department is currently seeking**

# **Volunteer/Intern INCLUSION AIDE**

Inclusion Aides are needed to assist in providing reasonable accommodations for children with special needs on an individual or small group basis to encourage inclusion into a recreational program. Depending on need and availability, hours would range from 20-40 per week.

## **Daily Responsibilities**

**Facilitate inclusion of a child or children into a recreation program such as a day camp, class or special event.**

- A.** Work individually or in a small group with a child or children with special needs.
- B.** Provide continual support and comfort to a child or children with special needs.
- C.** Assist in facilitating or altering activities of the recreation program so that a child or children with special needs may participate successfully.
- D.** Maintain daily communication with a parent or parents of a child or children with special needs.
- E.** Serve as a role model to other participants and staff for including children with special needs.
- F.** Readily adapt to changing situations or tasks.
- G.** Ensure the physical, emotional and intellectual safety of the child or children under their direct supervision.
- H.** Make sound decisions and respond to situations requiring immediate attention.
- I.** Communicate with program staff when necessary to facilitate successful inclusion.

## **Periodic Responsibilities**

- A.** Responsible for shadowing children on field trips.

## **Occasional Responsibilities**

- A.** Responsible for attending workshops, conferences, and in-service training

## **Desired Qualifications**

- 1.** Must be able to relate positively with children.
  - 2.** Must have a genuine desire to work with children with special needs.
  - 3.** Previous experience or education relating to working with children with disabilities is highly desirable.
  - 4.** Must be able to communicate effectively with adults of varied backgrounds and experience.
- Bilingual Encouraged (Spanish)***
- 5.** Must be in excellent health.
  - 6.** Must have a high school diploma or G.E.D. equivalent.
  - 7.** Must have a valid California Driver's License.
  - 8.** Negative TB test required prior to start date.
  - 9.** Must have or be willing to obtain CPR and 1<sup>st</sup> Aid Certification.
  - 10.** Must be fingerprinted and receive DOJ clearance.

**Selection Procedure**

Volunteer Application form may be obtained from and submitted to:

**Aimee Blanchard**  
**2997 Glasgow Drive**  
**Carlsbad, CA 92010**

1. Required to complete the City of Carlsbad Volunteer screening process.

Volunteer/Internship appointments are contingent upon successful completion of a fingerprint records check and verification of State of California negative tuberculosis test requirement and of United States citizenship.

**WE CREATE COMMUNITY THROUGH PEOPLE, PARKS AND PROGRAMS**